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## MISSOURI DEPARTMENT OF TRANSPORTATION JOB OPPORTUNITY ANNOUNCEMENT

**Date Posted:** 12/12/2016  
**Application Deadline:** 01/12/2017  
**Job Post ID:** 9238  
**Job Title:** Attorney  
**Min Monthly Salary:** \$3596.00  
**Number Positions:** 1  
**Location:** 105 W. Capitol Avenue, Jefferson City, MO  
**District/Division:** Central Office / Chief Counsel's Office  
**Human Resources Contact Number:** 573-751-8478

**Notice:** The deadline to apply for this position is January 12, 2017 at 11:55 p.m.

### General Summary:

Performs legal functions for MHTC and MoDOT.  
Serves at the pleasure of the Chief Counsel.

### Minimum/Required Qualifications:

J.D. Degree  
Admission to the Missouri Bar

### Supervisory Responsibilities:

None

### Special Working Conditions/Job Characteristics:

Maintains attorney-client privilege.  
Excellent writing skills are preferred.  
Work involves flexible, sometimes long hours.  
Some overnight travel involved instate and out of state.

### Examples of Work:

- Assists the Commission and Department by drafting contracts, administrative rules, legislation and legal memos/opinions.
- Provides legal advice and counsel to the Commission and MoDOT staff on various legal issues.
- Represents the commission in litigation in environmental, eminent domain and contractor claims areas.
- Serves as a member of CCO central office and district teams and task forces.
- Represents the commission in routine administrative hearings for violations of outdoor advertising rules, DBE

de-certifications and other formal and informal hearings.

- Accountable for meeting CCO goals and performance measures.
- Performs other responsibilities pursuant to classification and qualifications of assistant attorneys as approved by the commission and contained in the CCO staff procedures manual.

**In order to be considered for this vacancy please go to the Missouri Department of Transportation [Employment Application System \(EAS\)](#) and submit an on-line application. Applications, and if applicable transcripts, must be received by no later than 11:55 pm of the closing date listed on the advertised vacancy.**

**Equal Employment Opportunity / Affirmative Action Employer, M/F/D/V**